

Mayor and Council Communication

DATE: 05/09/23

M&C FILE NUMBER: M&C 23-0380

LOG NAME: 21401 W SANFORD SECOND LEASE AMENDMENT

SUBJECT

(ALL) Authorize Execution of an Amendment to Extend the Lease Agreement with the United Way of Tarrant County to April 30, 2028 for the Leased Premises Located at 401 West Sanford, Suites 2700 and 2804, Arlington, Texas 76011 Currently Utilized by the Community Action Partners Program

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an amendment to extend the lease agreement with the United Way of Tarrant County to April 30, 2028 for the leased premises located at 401 West Sanford, Suites 2700 and 2804, Arlington, Texas 76011 currently utilized by the Community Action Partners Program.

DISCUSSION:

On March 16, 2018, the City of Fort Worth (City) executed a lease agreement (Lease) with the United Way of Tarrant County (United Way) for use of space in the facility located at 401 W. Sanford, Suite 2700, Arlington, Texas 76011 to operate the Neighborhood Services Department's Community Action Partners Program (CAP) (City Secretary Contract No. 50771). On November 17, 2021, the Lease was amended to add suite 2804 to the Lease Premises (City Secretary Contract No. 50771-A1).

CAP serves low income citizens in southeast Tarrant County with case management, information and referral services, client intake and assessment, emergency assistance (including the Comprehensive Energy Assistance Program), and other social services. The program is grant funded by the Community Services Block Grant (CSBG), the Comprehensive Energy Assistance Program (CEAP), and Tarrant County. In addition to serving City of Fort Worth residents, the CAP program also serves Tarrant County residents. Requirement of the CAP funding grant include that the program must be conveniently located, be within the boundaries of Tarrant County, and be accessible outside of the City of Fort Worth.

The current lease term is due to expire April 30, 2023. With assistance from the Property Management Department (PMD), CAP and United Way have agreed to extend the term to April 30, 2028.

Base Rent for the Term Extension:

Term	Monthly Base Rent
5/1/2023 - 4/30/2024	\$1,932.63
5/1/2024 - 4/30/2025	\$2,009.94
5/1/2025 - 4/30/2026	\$2,090.33
5/1/2026 - 4/30/2027	\$2,173.95
5/1/2027 - 4/30/2028	\$2,260.91

Funding is budgeted in the Neighborhood Services Welfare Department's Grants Operating Other Fund for the purpose of funding the 2022-23 Tarrant County CAPP project, as appropriated.

This contract will be with a governmental entity, state agency or public institution of higher education: (United Way of Tarrant County).

A Form 1295 is not required because: This contract will be with a governmental entity, state agency or public institution of higher education: United Way of Tarrant County

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the Grants Operating Other Fund for the 2022-23 Tarrant County CAPP project to support the approval of the above recommendation and execution of the amendment to the lease agreement. Prior to any expenditure being incurred, the Neighborhood Services Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Dana Burghdoff 8018

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